Classification

Approved For Release 2006/11/13 : CIA-RDP75-00399R000100150065-0

REPORTS INVENTORY

CONTROL NO. SRB 100E

PREPARE IN DUPLICATE

1. TITLE OF REPORT (If a fill-in report include Form No.)
100E PERS ACT FORM 1150B

2. TYPE OF REPORT
- [ ] STATISTICAL
- [ ] NARRATIVE
- [x] MACHINE-NAME LISTING

3. FUNCTIONAL AREA
- [x] PERSONNEL
- [ ] LOGISTICS
- [ ] MEDICAL
- [ ] TRAINING
- [ ] SECURITY
- [ ] FINANCE
- [ ] ADMIN. GENERAL
- [ ] OTHER (specify)

4. NO. OF COPIES PREPARED: 5

5. FREQUENCY (weekly, monthly, quarterly, etc.): Periodically

6. DISTRIBUTION (No. of components not number of copies): 1

7. FORMAT (memorandum, form computer print-out, etc): CP-O

8. ADP PROCESSING
- [x] YES
- [ ] NO

IF YES GIVE ADP PROCESSING NO. P-038-3

STAT

10. PREPARING COMPONENT (Include lowest level contributing information to report)
OCS/OPER + OPICD/SRB

11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)
FORM 1150 + Computer Processing

12. COST FACTORS

A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED	=	COST PER YEAR
GS-06-3	$4.21		.72		$3.03		36		$109.08

B. COSTS OF COMPUTER PRODUCED REPORTS

					15.00		36		540.00

TOTAL COSTS PER YEAR: $649.08

13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (In addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.

Computer Produced Actions for selected Activity. Distributed by OPICO/Status, th

14. FUTURE GOALS

GOAL PROPOSED BY COMPONENT FOR THIS REPORT
- [x] RETAIN AS IS
- [ ] CHANGE
- [ ] DISCONTINUE
- [ ] OTHER (explain)

ESTIMATED SAVINGS

MAN-HOURS	DOLLARS
—	—

STAT

15. DATE OF INVENTORY: 10-09-70

FORM 1-67 1142

Classification

(22-36-43)

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